

Thank you for enquiring about our **Function and Events Chef De Partie** position at Glenworth Valley Wilderness Adventures (GVWA), is Australia's largest horse riding and wilderness adventure centre. This position is offered as one of the following subject to applicants preference:

- Part time (3-4 days, 24-32hrs per week) or
- Full time (5 days, 40 hours per week)

About Glenworth Valley

GVWA is a diverse, family owned, multi-award-winning business specialising in adventure activities, accommodation and events. Glenworth Valley welcomes approximately 250,000 guests annually onto our pristine 3000 acre wilderness property to partake in a wide variety of adventure activities. We also host approximately 300 diverse events annually in our purpose built Valley Event centre including weddings, social celebrations, corporate events, product launches, festivals, education groups and more. We take pride in what we do and have won a plethora of awards including best Country/ Farm wedding venue in Australia 3 years running.

We are a family run business who has been in operation for more than 50 years and employ a passionate team of 45 full time and approximately 100 part time and casual team.

Glenworth Valley is located only 4 kilometres off the M1 Motorway via the Calga/Peats Ridge exit which is 15 minutes from Gosford.

Why do people love working at Glenworth Valley?

Employment at Glenworth Valley makes for a great lifestyle and ideal work environment due to the magnificent natural scenery, the fun and enjoyable services we offer our customers and the amazing, friendly team of people you will be working with. You will get to enjoy all the benefits of working in a high performing, award winning, experienced team, out of a purpose-built venue with no split shifts and loads of employee flexibility.

To familiarise yourself with the nature of our businesses, please visit www.glenworth.com.au

Purpose of the Role

To support the Head and Sous Chef in all aspects of kitchen operations, including function and event catering aswell as occasional Café service to ensure the high quality, seamless and efficient kitchen operation, contributing to the overall success of the dining experience for our clients. The Chef de Partie plays a key part in upholding food quality, consistency, and creativity, while also helping train junior staff and ensuring adherence to cost-effectiveness and safety protocols in accordance with industry best practices.

Who we are looking for

We are seeking a skilled, passionate, and motivated Chef de Partie who takes pride in producing exceptional food and thrives in a dynamic café and events environment. The successful candidate will demonstrate, with the ability to lead by example and will:

- Have at least 2 years' experience in a Chef de Partie or similar role.
- Be flexible and available to work weekends and events as required.
- Have excellent attention to detail, adaptability, and a collaborative team approach
- Display a positive, can-do attitude and strong sense of customer service.
- Have a genuine love and passion for cheffing

Remuneration

The successful applicant will receive an annual Salary of \$73,150 based on full time 40 hrs per week plus superannuation. This is either a Permanent pro rata Part-time position or a full-time position based on applicants preferred availability with provision for holiday pay, personal leave, and superannuation.

Hours of work

Due to the ever-changing nature of events we require a flexible work availability based on our events schedule which is booked many weeks in advance. A typical roster will often look like prep days Tuesday – Thursday and event days on Friday – Saturdays. Time off in Lieu (TOIL) will be accrued for any additional hour you work.

What to do next

Please complete the application form and return it with your resume ASAP via email to employment@glenworth.com.au.

Position Description

Title:	Chef De Partie
Reports to:	Head Chef
Supervises:	Kitchen casual team member
Hours:	Permanent, Full or Part Time position– subject to events schedule- Based on applicants preferred availability.
Breaks:	30 minutes lunch or dinner
Last Updated:	September 2025

GLENWORTH VALLEY WILDERNESS ADVENTURES

Our Mission	Deliver outstanding wilderness experiences including Adventure activities, Camping & Accommodation, Agistment services and Events that operate in accordance with the highest levels of customer satisfaction, safety standards and professional business practices.
Our Vision	Glenworth Valley Wilderness Adventures will be recognised as Australia's leading provider of outstanding Adventure Experiences, Camping & Accommodation, Agistment and Events.
Purpose of the role	To support the Head and Sous Chef in all aspects of kitchen operations, including function and event catering aswell as occasional Café service to ensure the high quality, seamless and efficient kitchen operation, contributing to the overall success of the dining experience for our clients. The Chef de Partie plays a key part in upholding food quality, consistency, and creativity, while also helping train junior staff and ensuring adherence to cost-effectiveness and safety protocols in accordance with industry best practices.
<u>Key Result Areas</u>	
Customer Satisfaction	<ul style="list-style-type: none"> • Use your passion and flare for creating and producing high quality, innovative food that results in our customers feeling satisfied and impressed • Promote the food and experiences we offer in a personal and friendly manner that encourages customers to choose us for their venue and events needs, encourages repeat visitation. • Address customer inquiries or feedback effectively, providing constructive feedback to the team and Head Chef.
Food Service Operations	<ul style="list-style-type: none"> • Ensure all meals meet high presentation and culinary standards as set by the Head Chef. • Step in for the Sous Chef when necessary, assisting in planning and directing food preparation. • Maintain appropriate stock levels as well as delivery, storage and rotation procedures to minimise wastage • Ensure timely and cost-effective kitchen operations, following procurement policies. • Oversee equipment and facility maintenance, arranging or performing necessary repairs. • Arrange or carry out any necessary pick-ups and deliveries that maybe required • Comply with and enforce sanitation regulations and safety standards
Team and Leadership	<ul style="list-style-type: none"> • Create a pleasant and enjoyable working environment for team members through encouraging and supporting team members with regular positive, constructive feedback, recognition, guidance, supervision and leadership to ensure good employee retention is achieved • Assist in the supervision and training of team members to ensure they have the necessary knowledge, skills and instructions to perform their role accurately and safely • Report team performance issues to the Head Chef and manage team workloads efficiently. • Maintain a high level of personal presentation and assist in ensuring the team comply with dress codes and cleanliness. • Support the head chef in effectively managing team member workloads and productivity to ensure

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all daily duties are completed in a timely and efficient manner

- Support a culture of information sharing and culinary leadership to your team members
- Ensure all daily, weekly, monthly and quarterly checklists are achieved and report back any discrepancies to the Head Chef.

Safety & Risk Management

- Ensure all dietary, safe food handling and allergy management procedures are strictly adhered to by team members at all times
- Actively assist to curate a Safety first culture among the team.
- Report and assist with the investigation of any injuries, near misses, incidents or complaints to create improvements and prevent similar situations from occurring in the future.
- Promptly report and follow up all incidents with Head of Food and Beverage
- Ensure all WH&S practices, policies, industry standards, safety management records and documentation are adhered to.
- Proactively identify, report and respond to any potential safety risks.

Position Qualities, Skills and General Requirements

Key Behaviours

- **Customer Focus** – Anticipates and meets the needs of customers and responds in an appropriate manner. Demonstrates a personal commitment to identify customers' apparent and underlying needs and continually seeks to provide the highest quality service and product to all customers.
- **Accountability** – Takes responsibility for effectively managing areas of responsibility
- **Planning and Organisation** – Plans and implements tasks effectively, achieving them in a timely and coordinated manner.
- **Evaluating and decision-making** – Weighs alternative courses of action and makes decisions that reflect factual information and are based on evidence, logic, reason, and fairness.
- **Communications Skills** – Takes the initiative to communicate accurate, up to date plans and information to all team members. Expresses thoughts clearly both verbally and in writing. Listens and understands the views of others.

Essential Qualities and Skills

- **Technical Proficiency** – Demonstrates appropriate proficiency in catering principles and practices.
- Minimum 2 years' experience in the Food and Beverage Industry.
- Safe Food Handling Certificate and trade chef qualifications
- Excellent time management, organisational and motivational skills
- Good communication skills
- High attention to detail
- Innovative and creative approach to new ideas and operations. Ability to think outside the square
- Flexible work availability

Desirable qualities and skills

- Function restaurant, café or catering experience
- Methodical, highly organised and capable of excellent documentation and record keeping
- Problem solving ability and initiative

General Requirements

- The ability to prioritise and work at a hectic pace during busy times
- Glenworth Valley is a non-smoking work environment
- Own transport
- Working with Children check
- Work as directed